

**RESERVATION RANCH HOA
ARCHITECTURAL REVIEW APPLICATION**

*This form is to be completed by the homeowner and submitted to
the Architectural Review Board Committee
for approval prior to the commencement of any work.*

SAMPLE

(including this cover 3 pages total)

This application form contains the following sections:

Section A

Applicant Information

Section B

Complete The Following if Applicable

Section C

Purpose of Application

Section D

Notice

Section E

Delivery & Receipt Dates

Section F

Architect Review Board Committee / Official Use Only

ARCHITECTURAL REVIEW APPLICATION

This form is to be completed by the homeowner and submitted to the Architectural Review Board Committee for approval prior to the commencement of any work. Please allow thirty (30) days upon receipt for a decision from the ARB Committee. If you will be using heavy equipment LE. Dump Truck, Bob Cat, Fork Lift, Front End Loader, etc., it is the responsibility of the home owner to take precautions to ensure no damage is done to the roadway, sidewalks, and any other common areas, or the homeowner will be held responsible for restoring such areas to their original state.

MAIL THIS ARB APPLICATION TO:

*KL MANAGEMENT GROUP, INC.
Attention: Keith Kiebzak / Manager
c/o Phillips Oaks Homeowners Association, Inc.
Architect Review Board Committee
1360 North Goldenrod Road, Suite 12
Orlando, FL 32807*

Section A) APPLICANT INFORMATION:

APPLICATION DATE: _____	PROPERTY DESCRIPTION:
Name: _____	Street Address: _____ _____
Mailing Address: <i>(if different from property address)</i> _____ _____	Lot Number: _____
Signature: _____	Homeowners Name: _____
	Property Address: _____ _____ _____
	Contact Phone : _____

THIS FORM WILL BE MAILED BACK TO THE PROPERTY OWNER. The following items need to be submitted in duplicate along with this form; 1) Plot Plan showing location of modification, 2) Drawing and Color Samples. Once the ARB Committee approves this application work must be completed within 90 days, or a new application must be submitted. Always refer to the Declaration of Conditions, Covenants, Easements and Restrictions for Phillips Oaks Homeowners Association, Inc. If you have lost these documents please visit www.MyPOHOA.com for your free downloadable version.

IF THE APPLICANT IS TO PAINT. Please paint a 3 ft. X 3 ft. swatch on the side of the house to be painted, body and trim.

Section B) COMPLETE THE FOLLOWING IF APPLICABLE

Contractor:	Architect:
Business Phone:	Business Phone:

Section C) PURPOSE OF APPLICATION: CHECK APPROPRIATE BOXES

- ☐ **EXTERIOR COLOR SELECTIONS:** Attach color chips, Denote body, trim & roof colors.
- ☐ **POOL:** Detail color of any screen enclosure, and detail of how pool equipment will be screened from view.
- ☐ **FENCE PLAN:** Detail style, material, size and color if the fence is to be painted.
- ☐ **LANDSCAPE PLAN:**
- ☐ **CONSTRUCTION:** Such as a screen room, addition. Colors and materials must be detailed.

OTHER: _____

Section D) NOTICE

These plans have been reviewed for the limited purpose of determining the aesthetic compatibility of the design plans of the community. These plans are reviewed on that limited basis. No review has been made with respect to the functionality, safety, compliance with governmental regulations or otherwise, and no reliance on this approval should be made by any party with respect to any such matters.

The undersigned expressly disclaims liability of any kind with respect to these plans, the review hereof, or any structures built pursuant hereto, including but not limited to liability for negligence, breach of express, or implied warranty.

SECTION E) DELIVERY & RECEIPT DATES

Date Mail Received by ARB Committee:	Date Mailed by US Postal Service:
Date Hand Delivered to ARB Committee:	Date of Certified Mail: Certified Mail Number:

Section F) ARCHITECT REVIEW BOARD COMMITTEE / OFFICIAL USE ONLY

APPROVED BY: _____

Signature

Date: _____

DISAPPROVED BY: _____

Signature

Date: _____